



## U.S. MISSION TO VIETNAM

### **Announcement 2022 TECHGIRLS PROGRAM**

The U.S. Mission to Vietnam seeks candidate to serve as the Local Engagement Coordinator (LEC) for the 2022 TechGirls Program for a period of 12 months starting in January 2022 through December 2022.

All Vietnamese U.S. Government-sponsored exchange program alumni who demonstrate an interest and experience in STEM (Science, Technology, Engineering, and Mathematics) and have strong mentorship skills are welcome to apply. The application deadline is **Friday, December 10, 2021 at 12pm EDT (December 11, 2021 12am midnight Vietnam time)**.

### **PROGRAM OVERVIEW**

Sponsored by the United States Department of State's Bureau of Educational and Cultural Affairs, TechGirls is an exchange program designed to connect and support the next generation of women leaders in science, technology, engineering, and mathematics by providing them with access and opportunities to advance their skills and pursue their dreams.

In 2022, the program will invite 136 young women from 37 participating countries along with 25 U.S. peers in a dynamic four-week U.S.-based experience with a 7-month mentoring program (including pre- and post-exchange). The exchange will take place in July-August 2022 (if conditions allow) in partnership with Virginia Tech University. TechGirls participate in an interactive technology and computer camp, then travel to one of the following cities: Austin, Chicago, Cincinnati, Denver, Detroit, Portland or Seattle for job shadowing at a tech company. Participants will also have homestay and community service experiences and are required to implement follow-on projects that serve the needs of their communities in the months that follow their return home.

The program is administered by Legacy International in partnership with the Center for Enhancement of Engineering Diversity at Virginia Tech.

Participant costs for program administration, international and domestic travel, housing, and food are covered by the U.S. Department of State.

The program component in the United States will be organized taking into consideration all necessary safety guidelines issued by the Centers for Disease Control and Prevention (CDC) and state, local, and campus authorities.

### **ROLE OF LOCAL ENGAGEMENT COORDINATOR (LEC)**

- ❖ Assisting the U.S. Mission to Vietnam with program outreach during the recruitment period;
- ❖ Managing a small budget which will cover participant in-country travel arrangements for visa appointments and international travel;
- ❖ Assisting families as they prepare their child for travel, translating pre-departure information as needed, and tracking the completion of important forms (health forms, media consent, visa applications etc.);
- ❖ Connecting TechGirls with USG alumni in STEM fields via virtual and in-person meetups;

- ❖ Mentoring TechGirls as needed through the follow-on project phase and keeping the U.S. Mission to Vietnam and Legacy informed of progress;
- ❖ Possibly acting as an international flight escort for the group either to the USA or from the USA.

## **CANDIDATE QUALIFICATIONS**

This competition is open to all U.S. Government-sponsored exchange program alumni who meet the following minimum criteria:

- ❖ Are a Vietnamese citizen and resident;
- ❖ Are at least 23 years old;
- ❖ Are an alumna/alumnus of a U.S. Government-sponsored exchange program. Alumna are strongly encouraged to apply;
- ❖ Are committed to women's and girls' empowerment and STEM;
- ❖ Have a strong record of mentoring experience;
- ❖ Have experience in developing and executing a community project, business, or nonprofit in the STEM field;
- ❖ Have excellent organizational, English, communication and interpersonal skills;
- ❖ Are able to manage a budget and coordinate logistics.

## **COMPENSATION**

LECs will contribute approximately 5-10 hours per month (January 2022 through December 2022) and will receive a small honorarium.

## **APPLICATION PROCESS**

- ❖ **Apply online:** <https://techgirlsglobal.org/get-involved/local-engagement-coordinators>
- ❖ **Application Deadline:** The application deadline is **Friday, December 10, 2021 at 12pm EDT (December 11, 2021 12am midnight Vietnam time)**. No exceptions will be made regarding the deadline.

## **CONTACT INFORMATION**

**Eligible candidates from Quang Tri province to the north may send any questions to:**

Public Affairs Section  
United States Embassy  
TechGirls Program  
7 Lang Ha Street, Ba Dinh District, Hanoi  
Tel: +84 24 38506156  
Email: [NguyenNTM@state.gov](mailto:NguyenNTM@state.gov)

**Eligible candidates from Thua Thien-Hue province to the south may send any questions to:**

Public Affairs Section  
United States Consulate General

TechGirls Program  
4 Le Duan Street, District 1  
Ho Chi Minh City  
Tel: +84 28 35204657  
Email: [LeMuonTK@state.gov](mailto:LeMuonTK@state.gov)